



*providing help, creating hope, serving all*

Administrative Offices

1819 Gull Road  
Kalamazoo MI 49048  
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ccdok.org

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## EMPLOYMENT NOTICE

April 15, 2016

### Please Post

**POSITION TITLE:** Case Manager, Parents as Teachers – Caring Network

**POSITION DESCRIPTION:** To provide home-based case management services including pregnancy, parenting and childbirth education; assess risk of and provide prevention services for child abuse/neglect; provide intervention services for needs identified; use the Parents as Teachers curriculum; work with family members of the participant; and other tasks as assigned. Promote the mission of Catholic Charities Diocese of Kalamazoo and positive working relationships among staff.

**MINIMUM REQUIREMENT:**

- BSW or Bachelor degree in related field
- Related experience required. Previous experience working with families preferred.

**HOURS:** 37.5 hours per week, Monday through Friday, 8:30 am to 5:00 pm

**SALARY:** \$14.00/hour

**TO APPLY:** Send cover letter and resume to:

Vicki Matunas, Administrative Assistant  
Catholic Charities Diocese of Kalamazoo  
1819 Gull Road  
Kalamazoo, MI 49048  
[vickimatunas@ccdok.org](mailto:vickimatunas@ccdok.org)

or visit our website:

[www.ccdok.org](http://www.ccdok.org)

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